

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO Modification Seven (7)	3. EFFECTIVE DATE MAR 10 2004	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable) 1 2
6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE		

FAA, MIKE MONRONEY AERONAUTICAL CENTER
CENTER MANAGEMENT DIVISION AMQ-340
P O BOX 25082
OKLAHOMA CITY OK 73125-4932

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) Eagle Systems and Services, Inc Attn: Rhonda Clemmer 6221 West Gore Blvd. Lawton, OK 73505-5836	(X)	9A. AMENDMENT OF SOLICITATION NO
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER DTFA-02-02-D-13356
		10B. DATED (SEE ITEM 13) 8/2/02
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)
X	MUTUAL AGREEMENT
E.	IMPORTANT: Contractor [] is not, [X] is required to sign this document and return [3] copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

See attached page 2

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print) Rhonda A. Clemmer, President	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Mary J. Collins Contracting Officer		
15B. CONTRACTOR/OFFER (Signature of person authorized to sign)	15C. DATE SIGNED 3/2/04	16B. UNITED STATES OF AMERICA BY: (Signature of Contracting Officer)	16C. DATE SIGNED 3-10-04

- A. Performance Work Statement (PWS) is hereby revised to incorporate several newly revised Tasks and add three qualification paragraphs. Revised pages are attached. Change lines mark changes.
- B. All other terms and conditions of the contract remain unchanged.

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General Aviation Operations Inspector and received a formal course of training at the FAA academy or conducted by industry which involved aerial application. If industry course is substituted for the FAA academy course, it must include both ground and flight curriculums or (3) experience as an FAA academy instructor, instructing in Course 21609, Agricultural Aircraft Operators Certification and Inspection since 1980.

1.6.2.21 Instructors - Turboprop or Turbojet initial and Recurrent. All contract instructor personnel assigned to instruct in the Turboprop or Turbojet initial or recurrent courses must have at least the following experiences: (1) Three years experience as a flight or ground instructor in academic systems particular to a turboprop or turbojet aircraft, (2) Hold an FAA Flight or Ground Instructor certificate or have at least two years as a academic instructor in a formal classroom environment.

1.6.2.22 Instructors - Aviation Safety Inspectors Oral and Nonverbal Communications Training (Non-Technical) and Writing Skills Training (Non-Technical). All contractor personnel assigned to revise and instruct in the Professionalism For Aviation Safety Inspectors Course or Core Job Functions Training for the Aircraft Certification Service must have: (1) a baccalaureate or higher degree in education or a related field, or at least 3 years experience teaching Oral and Nonverbal Communications training, or teaching writing skills in adult education classes.

1.6.2.23 Instructors - Air Transportation Oversight System Personnel. Contract instructor personnel assigned to instruct in the Air Transportation Oversight System course 21429 must: (1) have been an Aviation Safety Inspector when employed by the FAA. (2) 3 years prior field experience working on an ATOS certificate in an ATOS CMO/CMT. (3) Successfully completed course 21429 Air Transportation Oversight Systems (ATOS) or (4) assigned to AFS-900 (ATOS CMO & or CSET member)

1.6.2.24 Instructor - Aviation Safety Inspector (Operations) - Air Operator. All contractor instructor personnel assigned to instruct Course 23000, Air Operator Certification for Government Aviation Safety Operations Inspectors. Instructors must have prior experience certificating a commercial air transport operator authorized to conduct either scheduled or non-scheduled operations in airplanes having a payload capacity of more than 7,500 lbs. This experience must have been acquired while serving as a FAA Operations Inspector. Instructors should have: 1) completed FAA Academy Basic Instructor Training (BIT) and an abbreviated version of the Train-the-Trainer course for instructing this course, OR, if the instructor has not attended BIT, the instructor must have completed the full version of the Train-the-Trainer course for instructing this course, and 2) completed this course prior to instructing this course, OR, instructors must have an in-depth knowledge of the Model Civil Aviation Law and Model Civil Aviation Regulations, and model directive and advisories material used in this course.

1.6.2.25 Instructor - Aviation Safety Inspector (Airworthiness) - Air Operator and Aviation Maintenance Organization Certification. All contractor instructor personnel assigned to instruct Course 23002, Air Operator and Aviation Maintenance Organization Certification for Government Aviation Safety Airworthiness Inspectors. Instructors must have prior experience certificating commercial air transport operators authorized to conduct either scheduled or non-scheduled operations in airplanes having a payload capacity of more than 7,500 lbs. and general aviation maintenance organizations. This experience must have been acquired while serving as a FAA Airworthiness Inspector. Instructors should have: 1) completed FAA Academy Basic Instructor Training (BIT) and an abbreviated version of the Train-the-Trainer course for instructing this course, OR, if the instructor has not attended

BIT, the instructor must have completed the full version of the Train-the-Trainer course for instructing this course, and 2) completed this course prior to instructing this course, OR, instructors must have an in-depth knowledge of the Model Civil Aviation Law and Model Civil Aviation Regulations, and model directive and advisories material used in this course.

1.6.2.26 Instructor - Flight Standards Information Systems. All contractor instructors assigned to instruct or do revision in the Flight Standards Information Systems (FSIS) courses must have at least: (1) 5 years experience in the operation of personal computers, associated hardware and software, including MS Windows Operating Systems, and (2) 3 years experience teaching personal computers, associated hardware and software, including MS Windows, at a university, college, jr. college, vocational-technical school, or in private industry, and (3) Experience with FAA automated systems, OPSS, SPAS, Oasis, ACRA, FSIS, APM, etc., gained through work at a FSDO, RO, CMO, or FAA Headquarters is highly desirable. Or, (4) must have served as a Lab Assistant in the FSAS classes and have a recommendation from an FSAS Course Manager.

1.6.2.27 Instructors - Aviation Safety Inspector (Airworthiness/Avionics)
All contractor instructor personnel assigned to instruct digital flight data recorder subjects must have: (1) three year's experience involving certification and surveillance of air carriers, air operations and maintenance/inspection programs as an aviation safety inspector. (2) Knowledge of aircraft certification standards of 14 CFR Parts 21, 23, 25, 27, & 29. (3) Knowledge of the certification requirements of 14 CFR Parts 119, 91, 121, 135, 125 and 129. (4) Experience as an instructor, airworthiness at the Academy.

1.6.2.28 Instructors - System Safety Course 22006 All contract instructor personnel assigned to instruct in the System Safety course must meet the following qualifications: (1) Possess a bachelor's degree or higher in Education, Management, or an equivalent degree discipline; (2) Have at least 3 years teaching experience in a public school system, or community college, or university, or DOD education program, or the FAA Academy, or the FAA Center for Management Development; (3) Show a background in oral and verbal communication skills, facilitator skills, and curriculum analysis and design; or (4) Have a background in methods to evaluate management systems and management concepts, or have performed mid-management duties in the FAA or private business, or have instructed in the Course 22600 - Evaluation of Aviation Management Systems.

1.6.2.29 Instructors - Aviation Safety Inspector (Operations) General Aviation Flight Instructor. All contract flight instructor personnel assigned to instruct in General Aviation Flight Operations Courses must hold at least a commercial pilot certificate with airplane single engine and multi-engine land and instrument ratings and a flight instructor certificate with airplane single engine and multi-engine land and instrument ratings. Contract flight instructors shall hold at least a FAA Second Class medical certificate. In addition, all contract flight instructor personnel must have logged at least 2000 hours total flight time and the following flight instructor experience, acquired as a FAA Certificated Flight Instructor, consisting of at least (1) two years and (2) a total of 1000 instructor flight hours which must include the following: (a) 250 hours teaching advanced (commercial) flying skills, (b) 300 hours multi-engine flight instructor experience and (c) 250 hours teaching flight by reference to instruments (of which, 150 hours must have been acquired in multi-engine aircraft). At least 1000 hours of the flight time

appointment as a Designated Engineering Representative or Authorized Representative of a delegated staff with authority for approving data in the subject area(s) to be instructed, or, (c) participation within the past two calendar years in instructing the subject area(s) in the Aviation Safety Engineer/Propulsion 14 CFR Training course to be instructed.

AND (2) Have recent experience in instructing technical subjects of the complexity of the Aviation Safety Engineer/Propulsion 14 CFR Training course. Acceptable evidence of meeting this requirement is, (a) instruction of technical subjects within the preceding two calendar years at the post-secondary level (such as college, junior college, vocational-technical school, etc.), or, (b) participation within the preceding two calendar years as an Associate Instructor or contract instructor at the FAA Academy, or, (c) completion of an FAA Academy instructor training course, such as Academy Basic Instructor Training, Techniques for Associate Instructors, or Instructor Effectiveness Training, within the preceding calendar year.

1.6.2.33 Instructors - Aviation Safety Inspector (Airworthiness and/or Manufacturing) - All contractor instructor personnel assigned to instruct Suspected Unapproved Parts (SUP) must have: (1) three year's experience involving technical supervision or management of manufacturing and/or maintenance for type certificated aircraft and/or products, and (2) three year's experience as an Aviation Safety Inspector- Airworthiness in a Flight Standards District Office or three year's of experience as an Aviation Safety Inspector in a Manufacturing Inspection district Office or three year's of experience as (Airworthiness-Instructor) teaching airworthiness in the FAA Academy.

1.6.2.34 Instructors - Aviation Safety Inspector (Airworthiness and /or Manufacturing) - All contractor instructor personnel assigned to instruct Structural Inspection Programs Evaluation must have: (1) three year's experience involving Structural Inspection Programs using Damage Tolerance, MSG 2/3 concepts for type certificated aircraft within the last 5 years, and (2) three year's experience as an Aviation Safety Inspector- Airworthiness in a Flight Standards District Office or three year's of experience as (Airworthiness-Instructor) teaching airworthiness in the FAA Academy.

1.6.2.35. Instructor - Aviation Safety Action Program (ASAP). All contractor instructors assigned to instruct or do revision in the Aviation Safety Action Program (ASAP) course must have at least: (1) 3 years experience as an journeyman or principal operations or maintenance inspector assigned duties in a Flight Standards field or regional office, i.e.: GADO, ACDO, ACDO, CMO, or IFO with emphasis in the inspection and oversight of operators engaging in the operation of large turbojet aircraft either in domestic or flag operations under FAR 121 or (2) 3 years experience serving in a management capacity of an US certificated airline operating with an approved ASAP program and knowledge of the operation of the established program, or, (3) must have served as an Academy instructor and taught previous versions of the ASAP course or programs in other courses and have experience teaching Air Carrier subjects.

1.6.2.36, Instructors - Air Transportation Oversight System Overview (ATOS Overview). All contractor instructor personnel assigned to instruct in Course 22007, Air Transportation Oversight System Overview for Industry must: (1) meet the qualifications to be an instructor in Course 21429, Air Transportation Oversight System (Ref 1.6.2.23) or (2) have a minimum of one full year experience as an instructor in Course 22006 System Safety (Ref. 1.6.2.28) or (3) meet the qualifications to be an Instructional System Specialist (Ref 1.6.2.30).

1.6.2.37 Instructors - Orientation to FAA and AFS, Course 21053, and Professional Attributes for ASI'S and AST's, Course 21057. All contractor instructors assigned to instruct in Course 21053 and 21057 must meet: (1) If 2 contractors are assigned, one must meet the qualifications of either 1.6.2.3, 1.6.2.4 or 1.6.2.14, and one may meet the requirements 1.6.2.22. (2)

If one instructor is assigned, requirements may be met under any of the above qualification statements.

1.6.2.38 Instructors - Evaluation of Aviation Management Systems

All contract instructor personnel assigned to instruct in the Evaluation of Aviation Management Systems course 22600 must meet the following qualifications: (1) Possess a bachelor's degree or higher in Education, Management, or an equivalent degree discipline; (2) Have at least 3 years teaching experience in a public school system, or community college, or university, or DOD education program, or the FAA Academy, or the FAA Center for Management Development; (3) Show a background in oral and verbal communication skills, facilitator skills, and curriculum analysis and design; or (4) Have a background in methods to evaluate management systems and management concepts, or have performed mid-management duties in the FAA or private business, or have instructed in the Course 22006 - System Safety or 21056 General Aviation Airworthiness Indoctrination. If one instructor meets (1) of this paragraph, the other instructor must meet a different qualification under this paragraph (i.e. (2), (3) or (4)).

1.7 CONTRACTOR QUALITY CONTROL REQUIREMENTS: The Contractor is solely responsible for the quality of services to be provided. The Contractor shall implement a Quality Control Plan that addresses evaluations of instructor classroom/laboratory performance and evaluation of actual task outcomes in relation to stated task outcomes. This plan shall provide for implementing this requirement including a schedule of evaluations to be performed. One copy of the contractor's final Quality Control Plan shall be furnished to the Contracting Officer 15 days prior to the start of the performance period. An updated copy must be provided to the Contracting Officer as changes occur.

1.8 GOVERNMENT QUALITY ASSURANCE: The Government will monitor and evaluate the Contractor's performance to ensure compliance with prevailing laws, regulations, provisions and policies. The Government shall perform academic and laboratory monitoring to assure conformity to FAA standards and technical accuracy of presentations. The Government reserves the right to review services being provided under this contract to determine conformance with performance and technical requirements.

1.9 CONTRACTOR EMPLOYEE COMPLIANCE WITH REGULATIONS: The Contractor shall assure that Contractor employees observe and comply with all local and FAA policies, regulations, and procedures concerning fire, safety, environmental protection, sanitation, security, traffic, parking, gratuities, "off limits" areas and possession of firearms or other lethal weapons.

1.10 RESTRICTIONS ON EMPLOYEES ACTIVITY: Contractor employees shall conduct only business covered by the PWS while on Government premises. Contractor employees shall not discuss information obtained in the performance of work with unauthorized personnel. No contractor employees, while performing PWS tasks, shall solicit new business from the Government. Contractor employees shall not attempt to recruit Government employees or other contract employees while on Government premises or otherwise act to disrupt official Government business.

1.11 EMPLOYMENT OF OFF-DUTY GOVERNMENT PERSONNEL: The contractor shall not hire off-duty Government employees whose employment would result in a conflict with Office of Personnel Management (OPM) and DOT regulations.

1.12 VEHICLE REGISTRATION: Contractor employees utilizing contractor-owned or privately owned vehicles at Mike Monroney Aeronautical Center shall meet all Oklahoma Department of Public Safety requirements for operation of motor vehicles. Upon employment or use of parking areas MMAC limits, contractor employees shall register vehicles at the Operations and Maintenance Division,

SECTION 4

TASK 1 - ORIENTATION TO THE FAA AND AFS

4.1. GENERAL SCOPE. The contractor shall furnish all administrator, managerial and instructor staff to conduct Orientation to the FAA and AFS, course 21053.

4.1.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.1.2. Specific Task Objectives. To provide sufficient instruction to facilitate knowledge of FAA history, mission, organization, ethical conduct, model work environment, flight standards philosophy, customer service, and responsibilities in a team environment as these apply to F.A.A. Aviation Safety personnel. Complete course projects.

4.1.3. Training Lengths. This task consists of instructing in course 21053 that is approximately 2 days in length and requires approximately 32 hours contract instructor (Ref. 1.6.2.37.) contact, preparation hours and course maintenance hours per class.

4.1.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the training plans. Training plans are located in the Airworthiness Branch, AMA-250, for review.

4.1.5. General Subject Matter.

- a. Introduction to FAA and AFS.
- b. Flight Standards Philosophy and the Professional.
- c. Legal Authority, Ethics, and the Model Work Environment.
- d. Responsibilities in a team environment.

4.1.6. STUDENT EVALUATION. The evaluation criteria for this training is as follows: The students are evaluated to assure knowledge of the course subjects.

TASK 2 - AIRWORTHINESS REQUIREMENTS FOR DIGITAL FLIGHT DATA RECORDERS

4.2. GENERAL SCOPE. The contractor shall furnish instructor personnel to support the conduct of the Digital Flight Data Recorder course, 21046.

4.2.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.2.2. Specific Task Objectives. To provide training in the 14 CFR parts 91, 121, 125, 129, 135, 23, 25, 27, and 29 regulatory requirements as they pertain to digital flight data recorder systems and systems maintenance. The student will be able to demonstrate the knowledge required to satisfactorily complete the course projects related to systems parameters, parameter specifications, correlation and conversion documentation, and pass all course examinations.

4.2.3. Training Length. This task consists of instructing in Course 21046, which is approximately 24 hours in length and requires approximately 20 hours of contract instructor (Ref. 1.6.2.27.) contact and preparation per class.

4.2.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the training lesson plans. Training lesson plans are located in the Airworthiness Branch, AMA-250, for review.

4.2.5. General Subject Matter.

a. The 14 CFR parts as specified, The AC20-141, DFDR SYSTEMS parameter requirements, parameter specifications and maintenance tests, operator records and documentation required as they pertain to DFDR systems.

b. Examine inspection and maintenance methods, procedures, and techniques to insure conformity with the 14 CFR requirements for DFDR systems.

c. Make recommendations for possible course of corrective action and priority of action required to improve maintenance procedures and for correcting deficient areas within the DIGITAL FLIGHT DATA RECORDER AIRCRAFT SYSTEM.

TASK 3 - STRUCTURAL INSPECTION PROGRAMS EVALUATION

4.3. GENERAL SCOPE. The contractor shall furnish administrative, managerial and instructor personnel to support the conduct of the Structural Inspection Programs Evaluation.

4.3.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.3.2. Specific Task Objectives. To provide training in the 14 CFR parts 25, 91, 121, 125, 129 and 135 regulatory requirements as they pertain to aircraft structural inspection programs. The student will be able to demonstrate the knowledge required to satisfactorily complete the course exercises related to aircraft structural inspection programs.

4.3.3. Training Length. This task consists of instructing in Course 21051, which is approximately 24 hours in length and requires approximately 32 hours of contract instructor (Ref. 1.6.2.34.) contact and preparation per class.

4.3.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the training lesson plans / Instructor Guide. Training lesson plans/Instructor Guide are located in the Airworthiness Branch, AMA-250, for review.

4.3.5. General Subject Matter.

- a. Overview of history and regulatory basis of structural maintenance programs, discuss in detail the regulations and responsibilities of operators and inspectors regarding structural maintenance programs
- b. Determine the certification basis of aircraft, the essential first step in reviewing an operator's structural program.
- c. Discuss the review process for comparing operator structural programs against maintenance requirements for CAR-4b and Part 25 Pre-amendment 45 certificated aircraft.
- d. Discuss the review process for comparing operator structural programs against maintenance requirements for Part 25 Post-amendment 45 certificated aircraft.
- e. Study repair assessment requirements and procedures.

4.3.6 Student Evaluation. The evaluation criteria for this training are as follows: The students are evaluated by questioning the participants to assure knowledge of the course objectives to satisfactorily complete the lesson workshops.

TASK 4 - FLIGHT STANDARDS INSPECTORS COCKPIT EN ROUTE COURSE

4.4. GENERAL SCOPE. The contractor shall furnish all administrative, managerial and FAA certified and qualified personnel to assist in the development, revision and instruction of Flight Standards Inspectors Cockpit En Route procedures to FAA personnel assigned to Academy courses.

4.4.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.4.2. Specific Task Objectives. Develop, revise and teach Flight Standards Inspectors Cockpit En Route Inspection

- a. Call operators to schedule en route inspections.
- b. Complete necessary FAA forms and submit to operator prior to departure.
- c. Present credentials to pilot-in-command.
- d. Conduct preflight inspections.
- e. Review aircraft maintenance log and required manuals.
- f. Review pilot certificates.
- g. Report discrepancies to operator prior to departure.
- h. Inspect load manifest.
- i. Observe refueling and cargo loading of aircraft, if possible.
- j. Observe "sterile cockpit" requirements for compliance.
- k. Observe in-flight performance of aircraft systems and flight crew compliance with Federal Aviation Regulations.
- l. Discuss deficiencies with crew and maintenance supervisor.
- m. Observe line maintenance and ground handling of aircraft.
- n. Inform flight crew/maintenance supervisor of findings noted.
- o. Complete PTRS in district office for WPG functions.

4.4.3. Training Lengths. Course 21406. This task consist of approximately 40 contract preparation and contact hours per class (Ref. 1.6.2.11 & 1.6.2.14, 1.6.2.7 and/or 1.6.2.24)

4.4.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes, and evaluation criteria are specified in the Course Design Guide. Lesson plans are located in the Airworthiness Branch, AMA-250 for review.

4.4.5. General Subject Matter.

- a. Order 8300.10, Airworthiness Inspectors Handbook.

4.4.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of the Federal Aviation Regulations, internal directives, and job functions to satisfactorily complete the lesson projects and course examinations. The students must achieve a 70% or higher grade on the examinations.

TASK 6 - AIR CARRIER AIRWORTHINESS INDOCTRINATION

4.6. GENERAL SCOPE. The contractor shall furnish all administrative, managerial and instructor staff to conduct air carrier airworthiness inspector training for 14 CFR, Part 119, 121, 125 and 135.

4.6.1 TASK OBJECTIVES AND TRAINING LENGTH.

4.6.2 Specific Task Objective. To provide the student with the understanding of the Federal Aviation Regulation, internal directives and Air Carrier Airworthiness Inspector job functions required to satisfactorily complete the course projects.

4.6.3. Training Length. Course 21055 consists of instructing in approximately a 44 hour course requiring approximately 1 contract instructor (Ref. 1.6.2.4 and 1.6.2.14) contact, preparation and course maintenance hours per class.

4.6.4 TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the Course Design Guide.

4.6.5 General Subject Matter.

Certification of air carriers, 14 CFR Part 119, 121, 125, and 135.

4.6.6. STUDENT EVALUATION. The evaluation criteria for this training is as follows: The students are evaluated to assure knowledge of the Federal Aviation Regulations, internal directives, and job functions to satisfactorily complete the lesson projects.

TASK 7 - AIRCRAFT ALTERATIONS AND REPAIRS

4.7. GENERAL SCOPE The contractor shall furnish all administration, managerial and instructor personnel to support the conduct of the Aircraft Alteration and Repair Course.

4.7.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.7.2. Specific Task Objectives. To provide training to Aviation Safety Inspectors (ASI's), maintenance and avionics, Foreign CAA, and industry, so that the student can demonstrate the knowledge required to satisfactorily complete the course practice exercises.

4.7.3. Training Length. This task consists of developing, revising, and instructing in course 21811 that is approximately 36 hours in length and requires 48 hours contractor instructor (Ref 1.6.2.3 or 1.6.2.14) contact, preparation and course maintenance hours per class.

4.7.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the Course Design Guide (CDG) and Lesson Plans located on the Airworthiness Branch, AMA-250 "W" drive for review.

4.7.5. General Subject Matter.

- a. Determine applicable references relating to alterations and repairs of aircraft.
- b. Determine applicable references that identify the advisory information relating to aircraft alterations and repairs.
- c. Identify the FAA Directives Systems relating to aircraft alterations and repairs.
- d. Identify Applicable CFR, CAR/CAM and SFAR references relating to aircraft alterations and repairs.
- e. Identify and discuss key elements of major alteration and major repair definitions.
- f. Identify approved data; define acceptable data, and sources of each type.
- g. Determine the information that constitutes the type design, the type certificate, supplemental type certificate, and field approval.
- h. Determine appropriate background data for approving alterations.
- i. State the major alteration considerations.
- j. List the qualifications and responsibilities associated with making alteration judgment.

k. Explain the effects of a proposed alteration on an airframe.

l. List the elements associated with an aircraft that an alteration proposal may affect.

m. Identify the alterations that require engineering approval.

n. Explain the field approval procedures for a power plant, propellers, and appliances.

o. Give specific details for altering TSO products.

p. Identify and evaluate effects of major repairs to an airframe, power plant, propeller and/or appliance, in accordance with the FAA standards.

q. Determine the various engineering sections of the FAA necessary to accomplish field approvals and obtain the knowledge necessary for this job function.

r. Identify the certification requirements of manned free balloons

s. Identify and analyze the effects of alterations and repairs to materials and devices that are integral parts of balloons.

t. Determine if a proposed alteration/repair is appropriate, may be field approved or should be submitted as a STC.

u. Determine the required disposition of documents related to field approvals and the required records involved with alterations.

4.7.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of the course subjects to satisfactorily complete the lesson practice exercises,

TASK 9 - AVIONICS AVIATION SAFETY INSPECTOR COURSES

4.9. GENERAL SCOPE. The contractor shall furnish all administrative, managerial and instructor personnel to revise and instruct in Altimetry and Barometry, Avionics Test and Measurement Equipment and Avionics Certification Procedures.

4.9.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.9.2. Specific Task Objectives. To revise and instruct in three (3) Avionics Aviation Safety Inspector Courses so that the student can demonstrate the knowledge required to satisfactorily complete the course laboratories and complete all course examinations.

4.9.3. Training Lengths. This task consists of revising and instructing in three (3) Avionics/Electrical Aviation Safety Inspector courses and requires the services of contract Aviation Safety Inspector (Avionics) (Ref. 1.6.2.14.). Listed are the courses, approximate lengths and required contract instructor, contact and preparation hours per class:

- a. Altimetry and Barometry, Course 21824: length 32 hours; 40 contract instructor hours per class.
- b. Avionics Test and Measurement Equipment, Course 21825: Length 32 hours; 40 contract instructor hours per class.
- c. Avionics Certification Procedures, Course 21846: Length 68 hours; 76 contract instructor hours per class.

4.9.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the course Design Guides. Lesson plans are located on W: AMA250, for review.

~~4.9.5.~~ General Subject Matter.

- a. Title 14, Code of Federal Regulations.
- b. Field Approvals.
- c. Supplemental Type Certificates and Ratings.
- d. Repair Station Certification.
- e. Repairman Certification.
- f. General and Specialized Test Equipment.
- g. Loran Navigation Systems.
- h. Basics of the Atmosphere.
- i. Advisory Circulars.
- j. Flight Evaluations.

4.9.6 STUDENT EVALUATION. The students are evaluated to assure knowledge of the courses taught to satisfactorily complete all laboratories and course examinations. The students must achieve a 70% or higher grade on all examinations.

TASK 10 - GENERAL AVIATION AIRWORTHINESS INDOCTRINATION COURSES

4.10. GENERAL SCOPE. The contractor shall furnish all administrator, managerial and instructor staff to conduct General Aviation Indoctrination for Aviation Safety Inspectors (Airworthiness).

4.10.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.10.2. Specific Task Objective. To provide sufficient Federal Aviation Regulations, internal directives, and job functions classroom training so that the student can demonstrate the knowledge required to satisfactorily complete the course projects and pass the course tests.

4.10.3. Training Length.

a. Course 21028 (International), approximately 14 days in length requiring approximately 256 contract instructor (Ref 1.6.2.3) contact, preparation and course maintenance hours per class.

b. Course 21056, General Aviation Airworthiness Indoctrination, consists of instruction in a course approximately 9 days in length requiring approximately 80 contract instructor (Ref. 1.6.2.3. and 1.6.2.14.) contact, preparation and course maintenance hours per class.

c. Course 21054, Airworthiness Indoctrination Technical Core, consists of instruction in a course approximately 13 days in length requiring approximately 128 contract instructor (Ref. 1.6.2.3. and 1.6.2.14.) contact, preparation and course maintenance hours per class.

4.10.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the Course Design Guide. Lesson plans are located in the Airworthiness Branch, AMA-250, for review.

4.10.5. General Subject Matter.

- a. Introduction to use of reference material
- b. Certification of standard aircraft, JF-1A.
- c. Aircraft inspection programs, JF-2
- d. Certification and surveillance of balloons, JF-1AA
- e. Certification of restricted aircraft, JF-1B.
- f. Certification of limited category aircraft, JF-1C.
- g. Certification of aircraft in multiple categories, JF-1E.
- h. Selection, designation, and supervision of mechanic and parachute rigger examiners, JF-8.
- i. Certification of experimental aircraft, JF-1D.
- j. Inspection and certification of maintenance technician schools, JF-9 and 1.
- k. Examination and certification of mechanics, repairman, and parachute riggers, JF-9 and 14.

- l. Examination of mechanics for inspection authorization, JF-10.
- m. Certification of aircraft for export, JF-20.
- n. Surveillance of sport parachute jumping, JF-14A.
- o. Inspection of major repairs, JF-3.
- p. Inspection of major alterations, JF-4.
- q. Authorization of special flight permits, JF-17.
- r. Aircraft airworthiness surveillance, JF-6.
- s. Certification of restricted aircraft, JF-1B.
- t. Certification of limited category aircraft, JF-1C.
- u. Certification and Surveillance of Agricultural Aircraft Operators.
- v. Certification and Surveillance of External load.

4.10.6 STUDENT EVALUATION. The evaluation criteria for this training is as follows: The students are evaluated to assure knowledge of the Federal Aviation Regulations, internal directives, and job functions to satisfactorily complete the lesson projects and course examinations. The students must achieve a 70% or higher grade on the examinations.

TASK 11 - EVALUATION OF AVIATION MANAGEMENT SYSTEMS

4.11. GENERAL SCOPE. The contractor shall furnish all administrative, managerial and instructor personnel to support the conduct of the Evaluation of Aviation Management Systems course.

4.11.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.11.2. Specific Task Objectives. To provide training in aviation management systems, so that the student can demonstrate the knowledge required to satisfactorily complete the course projects and pass all course examinations.

4.11.3. Training Length. This task consists of developing, revising, and instructing in Course 22600, which is approximately 64 hours in length and requires approximately 144 hours contract instructor (Ref. 1.6.2.38) contact and preparation per class.

4.11.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the training lesson plan. Training lesson plans are located in the Airworthiness Branch, AMA-250 for review.

4.11.5. General Subject Matter.

a. Accurately determine and evaluate a company's organizational relationship.

b. Identify basic problems within an organization and determine an alternate course of action.

c. Evaluate conduct of company management.

d. Isolate and group company policy according to functional subsystem.

e. Chart company's procedures, form flow, information flow, and work flow within the function/subsystem from written or verbal information.

f. Prepare written recommendations to correct problems or contributing factors.

4.11.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of the course subjects to satisfactorily complete the lesson workshops.

TASK 12 - CERTIFICATION AND SURVEILLANCE OF PART 145 REPAIR STATIONS

4.12. GENERAL SCOPE. The contractor shall furnish all administrative, managerial and instructor personnel to support the conduct of the Repair Stations course.

4.12.1. TASK OBJECTIVES AND TRAINING LENGTH.

4.12.2. Specific Task Objectives. This course provides the necessary training for inspectors assigned to perform surveillance of Part 145 Repair Stations and participate in certification project teams for air agencies seeking repair station certificates. The course includes information on JAA/JAR requirements. Instructional strategies include lecture, small group exercises, and individual exercises.

4.12.3. Training Length. This task consists of developing, revising, and instructing in course 21058 which is approximately 32 hours in length. The services of the following instructors contact, preparation and course maintenance hours are required per class.

- a. Aviation Safety Inspector (Airworthiness) (Ref. 1.6.2.3. & 1.6.2.4.).
- b. Aviation Safety Inspector (Avionics) (Ref. 1.6.2.14.).

4.12.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the Course Design Guide. Lesson plans are located in the Airworthiness Branch, AMA-250 for review.

4.12.5. General Subject Matter.

- a. Introduction to Certification and Surveillance of 145 Repair Stations
- b. Repair station ratings
- c. Pre-Application Phase
- d. Formal Application and Document Compliance Phase
- e. Document Compliance: The Repair Station Manual
- f. Document Compliance: The Quality Control Manual
- g. Demonstration and Inspection
- h. Certification Phase
- i. JAA certification of FAA Repair Stations

4.12.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of the course subjects to satisfactorily complete the lesson workshops.

TASK 15 - PROFESSIONAL ATTRIBUTES FOR ASI'S AND AST'S

4.15. GENERAL SCOPE. The contractor shall furnish all administrator, managerial and instructor staff to conduct professional attributes for ASI's and AST's, Course 21057.

4.15.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.15.2. Specific Task Objectives. To provide sufficient instruction to facilitate understanding of oral and written communications, interviewing concepts, conflict management, critical thinking processes, and meeting and presentation skills as these apply to F.A.A. Aviation Safety personnel. Complete course projects.

4.15.3. Training Lengths. This task consists of instructing in course 21057 that is approximately 4 days in length and requires approximately 48 hours contract instructor (Ref. 1.6.2.37.) contact, preparation hours and course maintenance hours per class.

4.15.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the training plans. Training plans are located in the Airworthiness Branch, AMA-250, for review.

4.15.5. General Subject Matter.

- a. Critical thinking and decision making.
- b. Communication.
- c. Meeting skills.
- d. Conflict management.

4.15.6. STUDENT EVALUATION. The evaluation criteria for this training is as follows: The students are evaluated to assure knowledge of the course subjects.

TASK 28 - AIR TRANSPORTATION OVERSIGHT SYSTEM (ATOS)

4.28. GENERAL SCOPE. The contractor shall furnish administrative, managerial, and instructor staff to conduct lessons in the FAA Academy Course, 21429, Air Transportation Oversight System (ATOS).

4.28.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.28.2. Specific Task Objective. Provide training in ATOS policies and procedures so that the student can demonstrate the knowledge required to satisfactorily complete course projects and workshop assignments.

4.28.3. Training Lengths. This task consists of instructing, revision and development in the following:

- a. Course 21429, Air Transportation Oversight System (ATOS), requiring approximately 88 contract (Ref. 1.6.2.23) instructor preparation and contact hours per class.
- b. Course 22008, Air Transportation Oversight System (ATOS) Overview for Headquarters and Regional Staff, requiring approximately 40 contract (Ref 1.6.2.36) instructor preparation, contact, revision and development hours per class.
- c. Course 22007, Air Transportation Oversight System Overview (ATOS) Overview requiring approximately 40 contract (Ref 1.6.2.36) instructor preparation, contact, revision and development hours per class.

4.28.4. TASK CONTENTS AND OUTCOMES. Task content, outcome, and evaluation criteria are specified in the training plans. Training plans are to be developed and will be maintained by the Air Transportation Operations Branch, AMA-240.

4.28.5. General Subject Matter.

- a. ATOS Overview
- b. System Safety
- c. System Configuration
- d. Certificate Management
- e. System Safety Analysis Tool (SSAT)
- f. Air Carrier Assessment Tool (ACAT)
- g. Comprehensive Surveillance Plan (CSP)
- h. Surveillance Resource Management
- i. Surveillance Implementation
- j. Reporting
- k. Evaluation
- l. Analysis
- m. Implementation Action

4.28.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of the ATOS policies and procedures to satisfactorily complete the lesson projects and course outcomes.

TASK 36 - CORE JOB FUNCTIONS TRAINING FOR THE AIRCRAFT CERTIFICATION SERVICE

4.36. GENERAL SCOPE. The contractor shall furnish all administrator, managerial and instructor staff to conduct core job functions training for engineers, inspectors, and flight test specialists in the Aircraft Certification Service.

4.36.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.36.2. Specific Task Objectives. To provide sufficient communications and interpersonal skills training so that the student can demonstrate the knowledge required to satisfactorily complete the core job functions course activities and distance learning training assignments.

4.36.3. Training Lengths. This task consists of instructing in Course 21017 which is approximately 4 days in length and 10 to 12 hours of distance learning web based training. It requires approximately 120 hours contract instructor (Ref. 1.6.2.22) contact, preparation hours and course maintenance hours per class.

4.36.4. TASK CONTENTS AND OUTCOMES. Task contents, outcomes and evaluation criteria are specified in the lesson plan located in the Aircraft Certification Branch, AMA-220, for review.

4.36.5. General Subject Matter.

- a. Introduction to Communication and Individual Differences.
- b. Listening Skills.
- c. Managing Conflict Constructively.
- d. Writing skills.
- e. Presentation and Briefing Skills.
- f. Workload Management.

4.36.6. STUDENT EVALUATION. The evaluation criteria for this training is as follows:

The students are evaluated to assure knowledge of the Federal Aviation Regulations, internal directives, and job functions to satisfactorily complete the lesson exercises and course project. The students must achieve a 70% or higher grade on the course project.

TASK 38 - NONDESTRUCTIVE TESTING

4.38. GENERAL SCOPE. The contractor shall furnish administrative, managerial and instructor staff to conduct nondestructive testing training.

4.38.1. TASK OBJECTIVES AND TRAINING LENGTHS.

4.38.2. Specific Task Objectives. Provide training in nondestructive testing so that the student can demonstrate the knowledge required to satisfactorily complete the course projects and workshop assignments.

4.38.3. Training Lengths. This task consists of instructing course 22518 which is approximately 4 days in length and requires approximately 40 contract instructor (Ref. 1.6.2.13.) contact, preparation and course maintenance hours per class.

4.38.4. TASK CONTENTS AND OUTCOMES. The task contents, outcomes and evaluation criteria are specified in the training development plan located in the Aircraft Certification Branch, AMA-220, for review.

4.38.5. General Subject Matter.

- a. Nondestructive Testing Principles
- b. Liquid Penetrant and Visual Methods
- c. Magnetic Particle
- d. Ultrasonic
- e. Eddy Current
- f. Radiography

4.38.6. STUDENT EVALUATION. The students are evaluated to assure knowledge of NDT methods and job functions to satisfactorily complete the lesson projects and course examination. The student must achieve a 70% or higher grade on the examinations.